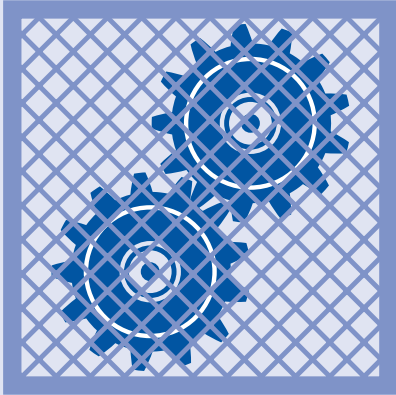


safety solutions

& HEALTH

Providing Safety & Health training programs that fit your needs & meet your objectives



Machine Guarding

In most all businesses, employees have a daily reliance on machines to accomplish their jobs in a timely manner. However those same machines can also be the cause of severe injuries and sometime even death at the workplace (OK at home too, so be safe their also). One of the main reasons for these incidents is failure to have working guards on the machine, which is require by both OSHA and DOSH machine guarding standards. Guards have been placed on the machine, by the manufacturer to protect us, so they need to stay put and not be removed (like the guard on the table saw that is the first to go). These guards protect your fingers from cuts and your eyes from filings, just to name a few hazards. OSHA and DOSH require that guards must be affixed to the machine or secured elsewhere if attachment is not possible. In addition guards must:

- Prevent contact with dangerous parts
- Be secure and cannot be easily removed
- Protect from falling objects into the machine
- Create no new hazards
- Create no interference with the workers ability to operate the machine
- Allow safe lubrication

So the next time you are in your shop or other place where machine/tools are used, check to see if the guard is attached and in good working order, after all, how many of you DON'T like your fingers?

Be honest... Are you in compliance?

By Tom Odegaard, Executive Director, Evergreen Safety Council

Compliance is becoming more and more difficult to accomplish and maintain each year. Since 2009, federal and state agencies have increased the number of rules as well as their emphasis on compliance enforcement efforts. Navigating the ins and outs of safety related rules and regulations can be a daunting task. Monitoring the current (and new) rules can be like trying to hit a moving target. And if you miss the target the consequences can result in fines, penalties and increases to your workers compensation insurance - not to mention the potential safety risk to your employees.

The question is how to stay on top of all of these changes? One way is by bringing in help from outside your organization through outsourcing.

What do you think of when you hear the term "outsourcing"?

- A way to bring in subject area experts to address topics that are unfamiliar to existing staff?
- A tool that can assist you in accomplishing more and yet reduce overall operation costs?
- A way to reduce the load on company employees?

Outsourcing is not a new trend – organizations from small businesses to Fortune 500 corporations have been doing this for many years. Yet due to the economic reality of today, organizations, public and private, have been forced to become more frugal. Many have looked at outsourcing portions or all of their Safety and Health programs in an effort to reduce operation costs and still retain a viable safety program.

Some benefits of outsourcing include saving time and money, as well as increasing efficiency. It is estimated that:

- 36% of the companies that outsource do it because it saves them costs.
- 36% do it because it enables them to focus on their central activity.
- 13% companies think that outsourcing improves overall quality,
- 10% like it because it speeds up deliveries.

So, let's take a look at Safety & Health - What is being outsourced?

The Keys to Being in Compliance include:

Training: Some businesses may be fortunate and have an experienced trainer on the payroll. Many do not. Those who have a training manager or even a training department often find themselves in need of help either because they are

not well-versed in compliance, have little or no experience on a particular topic, or may simply be overloaded and focused on other areas within their organization. Outsourcing to a trusted partner can often satisfy these organizational needs.

Working with the Safety Committee: Sometimes even the best safety committee needs a fresh perspective, either one time or on a scheduled basis that can readily be delivered by your outsourcing partner.

Safety Audits: Many times, simply having a fresh set of eyes provide an audit can help to identify issues and instances of noncompliance that have been "in the background" for years. What better way to ensure that you are doing things the right way.

Writing/Reviewing/Updating Safety Plans: Even if you have your required written plan, times change...and so do organizations. This is a good opportunity to have a trusted partner review and update your plan and ensure that core issues affecting compliance are addressed.

Site Safety Supervisor: Many organizations need an individual on a site for a period of time, and do not wish to hire permanent personnel for a temporary position. This is another excellent opportunity to use a trusted partner.

Turn-Key Approach: For some organizations, it may make sense to hire a partnering firm to establish, train and maintain your safety program for you. This may include monitoring OSHA/DOSH/OSHA, EPA or DOT compliance.

Evergreen Safety Council's Answer:

Over the past eighty years, Evergreen Safety Council (ESC) has been a trusted partner for businesses and organizations. During the past two years ESC has been working with organizations to develop Total Safety Compliance (TSC). This program is a coordinated effort aimed at helping any employer make sure that they have a safety program that not only can keep their employees safe while on the job, but also ensures that the organization is in compliance with state and federal safety rules. TSC will provide:

- A safety partner
- Subject area experts
- On-call support
- Training discounts
- Peace of mind

If you want to discuss how we can help your organization can stay in compliance, give me a call 800-521-0778 or email me tom@esc.org.

safety solutions
... & HEALTH

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First Aid: About OSHA and ANSI

OSHA (Occupational Safety & Health Administration) is a sub-agency of the US Department of Labor that issues safety standards to various segments of the work force. OSHA promotes adherence to these regulations with a staff of inspectors who make periodic work site checks and fines can be imposed for safety violations.

Employers are required by OSHA standard 29 CFR 1910.151 “to have a person or persons adequately trained to render first aid for worksites that are not in near proximity to an infirmary, clinic, or hospital” and 1910.151.b states that “adequate first aid supplies shall be readily available.” This rule applies to the treatment of minor injuries that occur in the workplace, but does not specifically address what should be IN the first aid kit. For that, they refer to ANSI standards.

Often first aid kits are judged on being “ANSI compliant” (The American National Standards Institute). To be ANSI compliant a first aid kit must have the required minimum fill according to standard ANSI Z308.1-2003 “Minimum Requirements for Workplace First Aid Kits”. Those 8 items are:

- (1) AN-146: 1"x3" Adhesive plastic bandages, 16/bx
- (1) AN-205: 32 sq. in. Absorbent gauze compress, 1/bx
- (1) AN-5071: Triangular sling/bandage, 1/bx
- (1) AN-206: 3"x3" Gauze dressing pads, 4/bx
- (1) AN-337: Antiseptic cleansing wipes (sting free), 10/bx
- (1) AN-5111: 1/2"x2.5 yd. Adhesive tape, 2/bx
- (1) AN-5112: Exam quality gloves, 2pr/bx
- (1) AN-404: Burn relief packs, 6/bx

This is, of course, a minimum number of items. For large organizations, it is the employer’s responsibility to assess the unique needs of the workplace and tailor first aid kits accordingly. Other optional items might include, but are not limited to: additional sizes of gauze pads (4”x 4”, 5”x 9”, 8”x 10”, 2”x 4”), roller gauze, antibiotic ointment, safety shears, sharp-tipped tweezers, hand sanitizer, biohazard waste bag(s), flashlight, blanket and a CPR barrier mask.

OSHA requires certain employers to have CPR-trained rescuers on site as well and serious consideration should be given to establishing a workplace AED program. CPR training should incorporate AED training if an AED is available at the worksite. First-aid training should be repeated periodically to maintain and update knowledge and skills.

Businesses should be concerned with OSHA on both a federal and state level, since failure to follow the safety codes can get your company cited. Currently, over half of the states in the US follow the Federal OSHA regulations (as stated above), while 22 states follow their own safety regulations that can be more restrictive than Fed OSHA, such as Washington State. The state standard can be reviewed on the Internet or by contacting your local office of the Department of Labor & Industries (DOSH).

Contact Evergreen Safety Council at 206-382-4090 or Stephanie@esc.org to schedule an onsite First Aid/CPR/AED class, or for information on our next open enrollment class!

Confined Space Safety

In my career in safety one of the questions I tend to hear more than other is – What is a confined space and what do I have to do if I have confined spaces?

Well the first thing that any employer needs to do is first to understand there is a difference between confined spaces and permit-required confined spaces. I like to say that all permit-required confined spaces are confined spaces, but not all confined spaces are permit-required.

So first what is a confined space? According to OSHA/DOSH a confined space meets all of the following:

- Large enough and arranged so an employee could fully enter the space and work.
- Has limited or restricted entry or exit.

- Not primarily designed for human occupancy.

By the way if you have to use a ladder to get in and out of a space, even if it is open topped and getting in and out would be hindered in any way, it still is a confined space.

Now once you figure out you have confined spaces you must consider them permit-required until you can prove they are not. So what is a permit-required confined space?

A permit-required confined space must meet the above definition of a confined space and must have just one (or more) of the following characteristics capable of causing death or serious physical harm:

- Contains or has a potential to contain a

Continued on next page

Upcoming Conferences

A chance to meet ESC Safety trainers and management

General Administration Training Conference & Trade Show – October, 26, 2011 – Tacoma, WA

For information call 1-800-521-0778

Forklift Corner

Provided by Bottom Line Loss Control



Can I borrow a cup of sugar...and a forklift?

I was at a warehouse complex training a company's operator, and as I was completing the last drive evaluation, an employee from a neighboring business approached me. He explained that he wanted to use this employer's forklift to take a few pallets off of a flatbed truck, and that the company I was training for had "always let us use their forklift".

My response was not what the young man wanted to hear, but I told him he would have to wait until I talked to the operations manager. I pulled the key and told the warehouse manager that I felt it was risky to lend (or rent) equipment to other companies. He had never thought helping

a neighboring business could be risky to his business.

When you loan/rent equipment; you open up your company to a potential lawsuit. Your pre shift inspections will be requested; the records of all mechanical work on the forklift will be requested, qualifications of the mechanics that worked on the forklift will be requested...on and on.

I would strongly recommend you just say no to the request. If you want to help a neighboring business, have one of your operators unload the truck for them; at least you can control what happened in the operation of the forklift, and keep the pedestrians away from the forklift.

Forklift Operator Training

Any person who operates a powered industrial truck must have documentation of training and evaluation. This course exceeds OSHA and DOSH requirements.

Course fee: \$100 for classroom, plus \$75 per machine

Examples: sit-down (counter balance), stand-up (narrow aisle), order picker or any style electric pallet jack.

Please see the Events Calendar or visit www.esc.org for training package descriptions and additional pricing information.

Forklift Instructor Certification

This course meets or exceeds OSHA training requirements (29 CFR 1910-178). Participants must have experience in forklift operation to qualify.

Course Fee: \$1095 Deluxe Instructor package.

Add Aerial Lift Instructor training for \$400

Both courses are offered monthly.

Confined Space Safety Continued from page 2

- hazardous atmosphere
- Contains a material with the potential for engulfing someone who enters
 - Has an internal configuration that could allow someone entering to be trapped or asphyxiated by inwardly converging walls or by a floor, which slopes downward and tapers to a smaller cross section
 - Contains any physical hazard. This includes any recognized health or safety hazards including engulfment in solid or liquid material, electrical shock, or moving parts
 - Contains any other recognized serious safety or health hazard that could either:
 - Impair the ability to self-rescue
 - Result in a situation that presents an immediate danger to life or health.
 Of course once you know you have

permit-required spaces, then you must either have a policy that your employees do not enter them, or you must train employees to perform entry in compliance with WAC 296-809 for Washington State or 29 CFR 1910.146 for Fed OSHA.

In addition to training for entry, you must also provide for rescue and just calling 9-1-1 does not cut in any more unless you have an agreement with your local fire department and still you must evaluate their abilities.

The confined space rule can be confusing so if you need help determining if you need a confined space program, give us a call at Evergreen. We have been dealing with safety issues for over 70 years.

Evergreen Safety Council/ Washington Employers Association Alliance

Wednesday, November 2, 2011

Providing Constructive Feedback -
8am - 12pm

Conducting Effective Internal Investigation
1pm - 5pm

Cost for each ½ day session:

Member: \$95 / Non-member: \$115

ESC looks forward to this new relationship and the benefits it can bring to members of both organizations and their employees.

TRAFFIC CONTROL SUPERVISOR CERTIFICATION

Washington Classes

TCS Certification -

Seattle - October 17-19, 2011

Seattle - November 14-16, 2011

TCS Recertification -

Seattle - October 13, 2011

Oregon Classes

TCS Certification -

Portland - December 6-8, 2011

TCS Recertification -

Portland - December 5, 2011

Call 1-800-521-0778
or visit www.esc.org

Customized On-Site Safety and Health Training

Call Stephanie at
800-521-0778



Evergreen Safety Council Calendar of Events

- Oct. 11-12 **Root Cause Analysis for Practitioners** – Seattle, WA
- Oct. 13 TCS Recertification/WSDOT – Seattle, WA
- Oct. 14 First Aid/CPR (open enrollment) – Seattle, WA
- Oct. 17 Forklift Operator Certification (OTFL002) – Renton, WA
- Oct. 17-19 Traffic Control Supervisor Certification/WSDOT – Seattle, WA
- Oct. 20 *SPT110X Hazardous Materials Overview – Seattle, WA
- Oct. 20-21 Forklift Instructor Certification (ITFL001) – Renton, WA
-
- Nov. 2 **Providing Constructive Feedback (8am - 12pm)** – Seattle, WA
- Nov. 2 **Conducting Effective Internal Investigations (1 - 5pm)** – Seattle, WA
- Nov. 3 *SPT111X Practical Workplace Ergonomics – Seattle, WA
- Nov. 4 Flagger Certification (open enrollment) – Seattle, WA
- Nov. 7-9 First Aid/CPR Instructor Certification (ITFA0-03) – Seattle, WA
- Nov. 14-16 Traffic Control Supervisor Certification/WSDOT – Seattle, WA
- Nov. 16-17 Forklift Instructor Certification (ITFL001) – Renton, WA

- Nov. 17 *SPT112X Introduction to Industrial Hygiene – Seattle, WA
- Nov. 18 Forklift Operator Certification (OTFL002) – Renton, WA
-
- Dec. 1 *SPT104AB Security Programs/Workplace Violence – Seattle, WA
- Dec. 2 Flagger Certification (open enrollment) – Seattle, WA
- Dec. 5 TCS Recertification/ODOT – Portland, OR
- Dec. 5-6 Flagger Instructor Certification (ITFG004) – Seattle, WA
- Dec. 6-8 Traffic Control Supervisor Certification/ODOT – Portland, OR
- Dec. 7 Flagger Instructor Recert – Seattle, WA
- Dec. 8 *SPT114AB Fire & Office Safety/Emergency Planning – Seattle, WA
- Dec. 8 First Aid/CPR (open enrollment) – Seattle, WA
- Dec. 14 TCS Recertification/WSDOT – Seattle, WA
- Dec. 10 *SPT115X Transportation Safety Programs – Seattle, WA
- Dec. 19-20 Forklift Instructor Certification (ITFL001) – Renton, WA
- Dec. 21 Forklift Operator Certification (OTFL002) – Renton, WA

**Counts toward Safety and Health Specialist Certification*

To register 1-800-521-0778 or www.esc.org

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